



City of Port St. Lucie

20260050

ARMED SECURITY GUARD SERVICES

RELEASE DATE: November 18, 2025

RESPONSE DEADLINE: December 24, 2025, 3:00 pm

Please refer to the project timeline in this document for all important deadlines.

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1. Introduction

1.1. Purpose of Procurement

Pursuant to the City of Port St. Lucie Code of Ordinances, [Section 35.07](#), this electronic Request for Proposals (“RFP”) is being issued to establish a contract with a qualified proposer who will provide Armed Security Guard Services to the City of Port St. Lucie (hereinafter, “City”) as further described in this RFP. This RFP has been developed to solicit responses from consulting firms (or teams of firms) proven to be qualified and experienced in Armed Security Guard Services This RFP has been developed to solicit responses from consulting firms (or teams of firms) proven to be qualified and experienced in architecture, professional engineering, landscape architecture, or registered surveying and mapping.

A descriptive overview of the City can be found at <https://www.cityofpsl.com/discover-us/about-psl> . Please visit the City’s website to familiarize yourself with how our city is structured and operates. Please contact the Issuing Officer with any questions.

1.2. Overview of the RFP Process

The objective of the RFP is to select one (1) or more qualified Proposer (as defined by Section 1 – “Purpose of Procurement”) to provide the goods and/or services outlined in this RFP to the City. This RFP process will be conducted to gather and evaluate responses from proposers for potential award. All qualified Proposers are invited to participate by submitting responses, as further defined below. After evaluating all Proposers’ responses received prior to the closing date of this RFP and following negotiations (if any) and resolution of any contract exceptions, the preliminary results of the RFP process will be posted to the electronic bidding system.

NOTE TO PROPOSERS: The general instructions and provisions of this document have been drafted with the expectation that the City will make a single award; however, please refer to “Selection and Award,” of this RFP for information concerning the City’s actual award strategy (single, multiple, split awards, etc).

1.3. Schedule of Events

The Schedule of Events set out herein represents the City’s best estimate of the schedule that will be followed. However, delays to the procurement process may occur, which may necessitate adjustments to the proposed schedule. If a component of this schedule, such as the close date, is delayed, the rest of the schedule may be shifted as appropriate. Any changes to the dates up to the closing date of the RFP will be publicly posted prior to the closing date of this RFP. After the close of the RFP, the City reserves the right to adjust the remainder of the proposed dates, including the dates for evaluation, negotiations, award, and the Contract term, on an as-needed basis, with or without notice.

Release of RFP:	November 18, 2025
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Question Submission Deadline:	November 25, 2025, 5:00pm
Question Response Deadline:	December 10, 2025, 5:00pm
Response Submission Deadline:	December 24, 2025, 3:00pm

The City reserves the right to proceed to award without further discussions after receipt of the initial proposals, in which case, evaluation committee reviews, negotiations, and proposal revisions may not be required.

1.4. Official Issuing Officer (Procuring Agent)

India Barr, Procurement Contracting Officer II

772-344-4055

ibarr@cityofpsl.com

1.5. Definition of Terms

Please review the following terms:

-Proposer(s) – companies desiring to do business with the City (Also called “Bidder,” “Contractor,” or “Offeror.”)

-City of Port St. Lucie (“City”) – the governmental entity identified in “Purpose of Procurement,” of this RFP.

-Immaterial Deviation – does not give the Proposer a substantial advantage over other Proposers.

-Material Deviation – gives the Proposer a substantial advantage over other Proposers and thereby restricts or prevents competition.

-Procurement Management Division (“PMD”)- The City department that is responsible for the review and possible sourcing of all publicly sourced solicitations.

-Responsible – means the Proposers, whether a company or an individual, has appropriate legal authority to do business in the City, a satisfactory record of integrity, appropriate financial, organizational, and operational capacity and controls, and acceptable performance on previous governmental and/or private contracts, if any.

-Responsive – means the Proposer whether a company or an individual, has submitted a timely offer which materially conforms to the requirements and specifications of the solicitation.

-Sourcing Platform – OpenGov

Any special terms or words which are not identified in the City's RFP Document may be identified separately in one or more attachments to the RFP.

1.6. Contract Term

The Initial term of the contract(s) is for three (3) years from the execution date . The City shall have three (3) one-year option(s) to renew, which shall be exercisable at the sole discretion of the City. Renewal(s), if provided and selected solely by the City, will be accomplished through the issuance of Contract Amendment.

In the event that the Contract(s), if any, resulting from the award of this IFB shall terminate or be likely to terminate prior to the making of an award for a new Contract for the identified products and/or services, the City may, with the written consent of the awarded Contractor(s), extend the Contract(s) for such period of time as may be necessary to permit the City's continued supply of the identified products and/or services. The Contract(s) may be amended in writing from time to time by mutual consent of the parties. Unless this IFB states otherwise, the resulting award of the Contract(s) does not guarantee volume or a commitment of funds.

1.6.1 Hours of Service

The standard hours of work allowed in the City's rights-of-way are from 7:00 a.m. to sundown Monday through Friday. Any work performed by the Contractor outside of the aforementioned time limit requires special authorization by the City and requires that the Contractor obtain a noise permit from the Port St. Lucie Police Department (PSLPD). All equipment operated at night shall comply with the noise levels established by the City of Port St. Lucie noise ordinance. Any additional costs associated with work outside of the hours of work allowed shall be borne by the Contractor. This shall include, but is not limited to, costs of inspection, testing, police assistance, and construction administration.

All night, Saturday, Sunday, and/or Holiday work must be authorized by the City and requires that the Contractor obtain a noise permit from the PSLPD. All night work within the City's rights-of-way requires a minimum forty-eight (48) hour prior notice to the City. This clause shall not pertain to crews organized to perform maintenance work on equipment or to operate and maintain special equipment such as dewatering pumps, which may be required to work twenty-four (24) hours per day.

2. Scope of Work

2.1. Addition of Locations

During the term of the Contract, the City of Port St. Lucie may require Armed Security Services at additional locations beyond those listed in this Solicitation. In such cases, a City representative may request a price quote from the Awarded Bidder for coverage at the new location(s).

The City reserves the right to:

- Award the additional location(s) to the Awarded Bidder based on the quoted price,

All additions of locations authorized by the City shall be formalized through a Contract Amendment issued by the City's Procurement Department.

2.2. Scope of Work

The MIDFLORIDA Event Center (MFEC)

Statement of Work/Presence/Equipment Requirements:

1) Shift Hours - MFEC - 1 Armed Security Guard to be centrally stationed at the MFEC main lobby desk. The hours of the assignment are Monday through Friday, 8:00 a.m. – 9:00 p.m., and 9:00 a.m. to 6:00 p.m. on Saturday and Sunday. Monday through Friday time frames will require two shifts. Further detail regarding hours, holidays, etc. is covered in the "Hours & Holidays" section below.

2) Primary Role - MFEC - The primary role for this assignment will be based out of the lobby area (which is where this position will be based), and will consist of the following duties:

> Monitor the facility's robust security camera system for activity that violates the City's facility rules and regulations, or for illegal and/or unsafe conduct.

> The Security professional will also visually monitor foot traffic entering the shared lobby space (MFEC- **Event Center** and P&R- **Parks & Recreation Facility**) for anyone who appears unsafe or is not authorized to be in the building at that time.

> When witnessing unsafe behavior or violations, the Security guard is to engage the individual(s) to cease the activity that could be dangerous to others, and, if not, ask them to leave the premises immediately. If refused, the Security Guard will be authorized to immediately contact the Port St. Lucie Police Department (PSLPD) if the Security Guard deems the situation beyond their ability to manage.

> The use of force, of any kind, should always be a last resort, except if there is a direct discernible threat to the Security Officer, staff, patrons, or City property. A de-escalation plan, along with a daily action plan, will be developed and reviewed with the Security Company upon award of the contract. Interested parties need to provide details on the level of "de-escalation training" that their Security Guards receive during their onboarding. Proof of de-escalation training for your staff as part of onboarding is an absolute requirement.

> Assist with evacuations and lockdowns as required. Immediately report emergencies and/or security breaches to designated personnel.

> Provide a visible security presence to deter illegal and/or inappropriate behavior. De-escalate situations and manage conflicts in a professional manner.

3) Patrols / MFEC - The Security Guard for each of the two shifts will perform the following:

> 4 interior patrols along with four exterior patrols for a total of 16 surveillance patrols during the assignment hours Monday through Friday, 8:00 a.m. – 9:00 p.m., and 9:00 a.m. to 6:00 p.m. on Saturday and Sunday. These daily patrols will include both the interior spaces and the exterior property surrounding both the Event Center and the Parks & Rec Facility. While on interior patrols, the Security guard will check that all doors identified as secured are in fact locked and that there are no individuals in these areas who are otherwise not authorized.

> In addition, this will also include the interior and exterior spaces of the adjacent warehouse and the 6-level parking garage. For the exterior patrols, the area is approximately 40 acres connected by roads and sidewalks. The patrol will cover the interior spaces of the adjacent parking garage and warehouse, as well as the outlying areas extending from Village Green Drive (east end of the property) to Federal Highway (west end of the property). To facilitate this patrol in a timely and efficient manner, a marked “Security” Golf Cart will be provided and operated by the Security Guard in a safe and effective manner.

> All patrol routes will be established in advance with the primary point of contact, and must be documented to be included in the daily report for that facility.

4) Daily Activity Reports – The Security Company will provide a daily activity report/log every morning before 9 a.m. via email to the necessary identified points of contact(s) for that location. These activity reports will detail the previous day’s patrols, any observations, and any incidents. These reports need to include: 1) the number of tours completed, along with the times they were conducted; 2) total incidents, if any, and, if incidents should occur, a detailed recount of what occurred, and the action that was taken to resolve; 3) photographs from bodycams when relevant. Reporting systems such as “Belfry” or “like” competitors are required. Proposers shall include a detailed overview of which reporting system they intend to use in their proposal.

5) Reporting Lines - MFEC - The Security Officer and their Company will report directly to the Event Center's Director, Assistant Director or Deputy Director for general oversight, schedule changes, questions, and overall management while on the property. Also, while on duty, the Security Guard should ALWAYS remain responsive to any MFEC and P&R staff member for assistance if a security concern arises.

6) Hours & Holidays

MFEC - Requires a Security Guard present Monday through Friday, 8:00 a.m. – 9:00 p.m., and 9:00 a.m. to 6:00 p.m. on Saturday and Sunday.

All workday shifts should include a half-hour lunch. The city observes 12 holidays on which Security Guard services are not required. Additionally, for this bid, looking at a work year of 365 days, minus the 12 holidays, that leaves approximately 353 workdays. This could vary as needed. **Submissions need to include the hourly rate for the above-mentioned hours. Should overtime be required (which may occur), please clearly state what those charges will be and how they will be calculated. For consideration, we require a transparent pricing structure with detailed breakdowns as necessary.**

Other Requirements:

1) Background Checks

The Security Contractor shall require that all of its employees have passed and possess: A) Level I background checks, as described in section 435.03, Florida Statutes; B) National Sexual Predator Database Screening; C) Nationwide Comprehensive and Criminal Background search; D) Private Security license verification; E) Drug test (officer, by policy, are subject to random drug testing). In addition, the Security Company shall require that those of its staff who will be deployed at either the MFEC or P&R facilities also possess State of Florida Security Guard Class-D & G licenses. The attainment of these background verifications and licenses is the responsibility of the Security Company bidding for this contract. The City will incur no costs in the attainment of any of the above. Upon award, this documentation will need to be submitted to the City and approved before any contingent Security staff can perform security services at the MFEC and P&R facility. Contingent staff shall include any employees, agents, representatives, or subcontractors that will, or could, provide any services related to the City under the Security Agreement that will be in place.

2) Appearance, Equipment & Approach - The Security Officer needs to present themselves professionally with the following requirements: 1) consistently badged uniform that clearly identifies them as a Security Officer; 2) protective vest/body armor; 3) handcuffs; 4) non-lethal pepper spray; 5) a Class-G-approved firearm with additional reloads; 6) body Camera to be worn at all times while on duty, easily activated when necessary, and provides for the ability to transfer any captured video to either Event Center and P&R staff as needed; 7) Carry a Two-way radio (to be supplied by the Event Center) for efficient communication with staff onsite. Other equipment, such as a taser and/or an expandable baton, can also be worn at the discretion of the Security Company based on its assessment of its officers' needs. All of this equipment (except the facilities' 2-way radio and the MFEC golf cart) is to be supplied by the Security Company.

It is also essential to understand that this location is a highly trafficked facility serving the citizens of the City of Port St. Lucie. Interested parties can, and should, expect that their staff will have a high degree of interaction with our staff, as well as with visitors and guests throughout both facilities. The Security company's employees, while on City property, will conduct themselves in the utmost professional manner, behave in a way that is friendly, polite, approachable, and keep the mission, vision, and values of the City of Port St. Lucie at the forefront of their decision-making and in how they engage with staff and the public.

Lastly, the landscape has now changed in Florida's position involving "open-carry." Interested parties must include in their response the measures they have taken with their staff to inform and train them on the change in rules correctly, and what is acceptable behavior while carrying vs. not carrying, etc.

3) Security Pool Staffing & Rotation

The Security Company will need to maintain an active pool of at least four cleared and validated Security guards for the MFEC. All will need to meet the above qualifications, so they may step in to work if the primary Security guard team is unavailable due to sickness, vacation, etc. This is to ensure there is no lapse in coverage during the identified hours.

4) Business License & Insurance

For this bid, interested parties will need to possess the following: A) a current Florida business license; B) Commercial General & Professional Liability Insurance; C) Workers' Compensation Insurance & Employer's Liability; D) Business Automobile Liability Insurance (for the operation of the City's Security Golf Cart); E) the necessary tax filing information / W9.

5) Keys & Security FOB

Each Security personnel will be issued their own individual key FOB and standard access keys for the entire facility. They cannot be shared, and the safekeeping, along with the prompt return of these items (to the MFEC Admin offices) in the event of a change in personnel, is the sole responsibility of the security contractor. Failure to do so promptly will result in the Security contractor incurring replacement costs, including the cost of re-keying locks if necessary, and/or may be considered in breach of this contract.

6) City of PSL Police Department / Rules of engagement/Orientation. The awardee will be required to attend a "rules of engagement/interactions" meeting with the City's Police representatives before any services can be rendered on either property. The attendees required will be MFEC and P&R management, the Security Companies owner/operator, and ideally, at least two of the primary security personnel who will be assigned to this location. This meeting will outline the following protocol for when incidents occur: 1) proper communication lines between armed Security personnel and PD; 2) escalation parameters; and 3) the thresholds for use of force.

3. Instructions to Proposers

This section contains general business requirements. By submitting a response, the Proposer is certifying its agreement to comply with all the identified requirements of this section and that all costs for complying with these general business requirements are included in the Proposer's submitted pricing.

By submitting a response to the RFP, the Proposer is acknowledging that the Proposer:

1. Has read the information and instructions, and
2. Agrees to comply with the information and instructions contained herein.

3.1. General Information and Instructions

3.1.1 Familiarity with Laws and Regulations

It is the responsibility of responding Proposers to be familiar with all Federal, State, and local laws, ordinances, rules, and regulations, that may affect the work. Ignorance on the part of the Awarded Contractor will in no way relieve it from Contract responsibility.

3.1.2 Restrictions on Communicating with Staff/ Cone of Silence

From the issue date of this RFP until the time of City Council's approval of the award or the City Manager's approval when proposal amount is below the required formal solicitation threshold (or the RFP is officially canceled), Proposers are not allowed to communicate for any reason with any City staff or elected officials except through the Issuing Officer named herein, during the Bidders'/Offerors' conference (if any), as defined in this RFP, or as provided by existing work agreement(s). This is commonly known as a Cone of Silence during the procurement process as identified in the City Code of Ordinances, [Section 35.13](#). Prohibited communication includes all contact or interaction, including but not limited to, telephonic communications, emails, faxes, letters, or personal meetings, such as lunch, entertainment, or otherwise. The City reserves the right to reject the response of any Proposer violating this provision. Further information on this topic can be found on the Cone of Silence and RFP Communication Document.

3.1.3 Submitting Questions

All questions concerning this RFP must be submitted in writing on the OpenGov Platform during the Question and Answer open period. Please select the Question and Answer tab in the RFP project and click the "Ask Question" option. Once the question has been entered, select the "Submit Question" button. Enter a subject in the Subject field and then type the question in the Question field below. Once finished, select "Submit." No questions other than written will be accepted. No response other than written will be binding upon the City. All Proposers must submit questions by the deadline identified in the Schedule of Events for submitting questions. Proposers are cautioned that the City

may or may not elect to entertain late questions or questions submitted by any other method than as directed by this section.

3.1.4 Attending Bidders'/Offerors' Conference

The Bidders'/Offerors' Conference or any other information session (if indicated in the Schedule of Events) will be held at the locations referred to in "Schedule of Events," of this RFP. Unless indicated otherwise, attendance is not mandatory, although Proposers are strongly encouraged to attend. However, in the event the conference has been identified as mandatory, then a representative of the Proposers must attend the conference in its entirety to be considered eligible for Proposers award. The Proposer is strongly encouraged to allow ample travel time to ensure arrival in the conference meeting room prior to the beginning of any mandatory conference. The City reserves the right to consider any representative arriving late to be "not in attendance." Therefore, all Proposers are strongly encouraged to arrive early to allow for unexpected travel contingencies.

3.1.5 The City's Right to Request Additional Information- Proposer's Responsibility

Prior to Contract award, the City must be assured that the selected Proposer has all the resources to successfully perform under the Contract. This includes, but is not limited to, adequate number of personnel with required skills, availability of appropriate equipment in sufficient quantity to meet the on-going needs of the City, financial resources sufficient to complete performance under the Contract, and experience in similar endeavors. If, during the evaluation process, the City is unable to assure itself of the Contractor's ability to perform, if awarded, the City has the option of requesting from the Proposer any information deemed necessary to determine the Proposer's responsibility. If such information is required, the Proposer will be notified and will be permitted approximately ten (10) business days to submit the information requested.

3.1.6 Failing to Comply with Submission Instructions

Responses received after the identified due date and time or submitted by any other means than those expressly permitted by the RFP will not be considered. Proposer's response must be complete in all respects, as required in each section of this RFP.

3.1.7 Rejection of Proposals; The City's Right to Waive Immaterial Deviation

The City reserves the right to reject any or all responses, to waive any irregularity or informality in a Proposer's response, and to accept or reject any item or combination of items, when to do so would be to the advantage of the City. The City reserves the right to waive mandatory requirements, provided that, all the otherwise Responsive proposals failed to meet the mandatory requirements and/or doing so does not otherwise materially affect the procurement of requested commodities and/or services. It is also within the right of the City to reject responses **that do not contain all elements and information requested in this RFP**. A Proposer's response will be rejected if the response contains any defect or irregularity and such defect or irregularity constitutes a Material

Deviation from the RFP requirements, which determination will be made by the City in its sole discretion and on a case-by-case basis.

NOTE: The City reserves the right to reject the Bid of any Proposer who has previously failed in the performance of an award, to deliver contracts of a similar nature on time, or who is not in a position to perform properly under this award. This includes the firm, employees, and financial or legal interests. The City will not enter into a contract or conduct business with any firm or any personnel that is listed on the Federal, State, or other local government agencies' Excluded Parties List, Suspended List, or Debarment List. Please see section 287.133, Florida Statutes, for further information regarding business transactions with companies that have been convicted of public entity crimes.

3.1.8 The City's Right to Amend and/or Cancel the RFP

The City reserves the right to amend this RFP. All revisions must be made in writing prior to the RFP closing date and time. If a responding entity discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, it shall immediately notify the City of such error in writing and request modification or clarification of the document. Any modification made to this RFP will be issued as an addendum. If a responding entity fails to notify the City prior to the date and time fixed for submission of an error or ambiguity in the RFP known to it, or an error or ambiguity that reasonably should have been known to it, it shall not be entitled to additional time by reason of the error/ambiguity or its late resolution. By submitting a response, the Proposer shall be deemed to have accepted all terms and agreed to all requirements of the RFP (including any revisions/additions made in writing prior to the close of the RFP, whether or not such revision occurred prior to the time the Proposer submitted its response), unless expressly stated otherwise in the Proposer's response. THEREFORE, EACH PROPOSER IS INDIVIDUALLY RESPONSIBLE FOR REVIEWING THE REVISED RFP AND MAKING ANY NECESSARY OR APPROPRIATE CHANGES AND/OR ADDITIONS TO THE PROPOSER'S RESPONSE PRIOR TO THE CLOSE OF THE RFP. All Notice(s) to Proceed with Negotiations and/or Notice of Intent to Award (NOIAs) will be posted as referenced in Section 9 - "Public Award Announcement," of this document. **Finally, the City reserves the right to amend or cancel this RFP at any time.**

3.1.9 Assigning of the Contract & Use of Subcontractors

Except as may be expressly agreed to in writing by the City, Proposer shall not assign, sell, transfer, or otherwise dispose of the awarded Contract or any portion thereof, or of the work provided for therein, or of its right, title, or interest therein, to any person, firm, or corporation without the prior written consent of the City.

Each Proposer shall list all subcontractors and the work provided by the suppliers in the area provided on the Bid Reply Sheet. The successful Proposer(s) shall provide a listing of all subcontractors, suppliers, and other persons and organizations (including those who are to furnish

the principal items of material and equipment), other than those identified in the Bid Reply, to the City within ten (10) days after the bid opening. Such a list shall be accompanied by an experience statement for each such subcontractor, supplier, person, or organization, if requested by the City. The City, if after due investigation, has reasonable objection to any proposed subcontractor, supplier, other person or organization, the City may, before the Notice of Intent Award is given, request apparent successful Proposer to submit an acceptable substitute without an increase in Bid price.

If the apparent successful Proposer(s) declines to make any such substitution, the City may award the Contract to the next acceptable Proposer(s) that proposes to use acceptable subcontractors, suppliers, and other persons and organizations. Declining to make requested substitutions will not constitute grounds for sacrificing the Bid security of any Proposer(s). Any subcontractor, supplier, other person, or organization listed and to whom the City does not make written objection prior to the giving of the Notice of Intent to Award, shall be deemed acceptable to City, subject to revocation of such acceptance after the effective date of the Contract.

No subcontract which Proposer enters into with respect to performance of obligations or work assigned under the Contract shall in any way relieve Proposer of any responsibility, obligation, or liability under the Contract, and for the acts and omissions of all subcontractors, agents, and employees. All restrictions, obligations, and responsibilities of the Proposer under the Contract shall also apply to the subcontractors. Any contract with a subcontractor must also preserve the rights of the City. The City shall have the right to request the removal of a subcontractor from performing work under the Contract at any time, with or without cause.

3.1.10 Proposal of Additional Services

If a Proposer indicates an offer of services in addition to those required by and described in this RFP, these additional services may be added to the original Contract at the sole discretion of the City.

3.1.11 Protest Process

Proposers should familiarize themselves with the procedures set forth in City Code of Ordinances, [Section 35.15](#). By submitting a response to this RFP, the Proposer certifies that it is on notice of Section 35.15, understands the procedures set forth therein, and acknowledges it is bound by the protest process therein.

3.1.12 Costs for Preparing Responses

Each Proposer's response should be prepared simply and economically, avoiding the use of elaborate promotional materials beyond those sufficient to provide a complete presentation. The cost for developing the response and participating in the procurement process (including the protest

process) is the sole responsibility of the Contractor. The City will not provide reimbursement for such costs.

3.1.13 Public Access to Procurement Records

Solicitation opportunities will be publicly advertised as required by City ordinances and state and federal laws. Any material that is submitted in response to this RFP, including anything considered by the Proposer to be confidential or a trade secret, will become a public document pursuant to [Chapter 119, Florida Statutes](#). Any claim of confidentiality is waived upon submission, effective after the City's opening of the proposals pursuant to section 119.07, Florida Statutes. Therefore, the Proposer is hereby cautioned NOT to submit any documents that the Proposer does not want to be made public. The City is allowed to assess a reasonable charge to defray the cost of reproducing documents. A City employee must be present during the time of onsite inspection of documents. PLEASE NOTE: Even though information (financial or other information) submitted by a Proposer may be marked as "confidential," "proprietary," etc., the City will make its own determination regarding what information may or may not be withheld from disclosure. Proposers should review [Chapter 119, Florida Statutes](#) for all updates before requesting exceptions from Chapter 119.

3.2. Submittal Instructions

Submittal Instructions to Electronic Bidding System

Listed below are key action items related to this RFP. The **Schedule of Events** Section identifies the dates and time for these key action items. This portion of the RFP provides high-level instructions regarding the process for reviewing the RFP, preparing a response to the RFP, and submitting a response to the RFP.

3.2.1. RFP Released

The release of the RFP is through the posting of this project in OpenGov, the City's electronic bidding system. Each Proposer interested in competing to win a Contract award must complete and submit a response to this RFP in OpenGov. Therefore, each Proposer MUST carefully review the submittal instructions.

3.2.2. RFP Review

The RFP 20260050 consists of the following: this document, entitled "Armed Security Guard Services," and any and all information included in the RFP, as posted to OpenGov, including any and all documents provided by the City as attachments to the RFP or links contained within the RFP or its attached documents.

Please carefully review all information, including all documents available as attachments or available through links. Any difficulty accessing or opening provided links or documents should be reported immediately to the Issuing Officer.

3.2.3. Preparing a Response

When preparing a response, the Proposer must consider the following instructions:

1. Answer each question in sufficient detail for evaluation while using judgment with regards to the length of response.
2. Proofread your response and make sure it is accurate and readily understandable.
3. Label any and all uploaded files using the corresponding section numbers of the RFP as specified by the City.
4. Use caution in creating electronic files to be uploaded. If the City is unable to open an electronic file due to a virus or because the file has become corrupted, the Proposer's response may be considered incomplete and disqualified from further consideration.
5. Use commonly accepted software programs to create electronic files. The City has the capability of viewing documents submitted in the following formats: Microsoft Office and portable document format file (PDF). Unless the RFP specifically requests the use of another type of software or file format than those listed above, please contact the Issuing Officer, India Barr, prior to utilizing another type of software and/or file format. In the event that the City is unable to open an electronic file because the City does not have ready access to the software utilized by the Proposer, the Contractor's response will be considered incomplete and disqualified from further consideration.

3.2.4. Reviewing, Revising, or Withdrawing a Submitted Response

After the response has been submitted, the Proposer may view and/or revise its response by logging into OpenGov. Please take note of the following:

A. REVIEW AND REVISE. Proposers may modify their submittal electronically via the City's electronic bidding system at any time prior to the scheduled due date and time for submission. In order to revise, the Proposer must navigate to their submitted response via the City's electronic bidding system and then click "Unsubmit Response." At this point, Proposer's response is no longer submitted. Proposer should make the changes required and promptly re-submit its response before the submission date and time.

B. WITHDRAW. Proposers may withdraw their submittal electronically via the Portal at any time prior to the scheduled due date and time for submission. In order to withdraw, the Proposer must navigate to their submitted proposal via the City's electronic bidding system and then click "Unsubmit Response". In the event a Proposer desires to withdraw its response after the closing date and time, the Proposer must submit a request in writing to the Issuing Officer.

3.3. Proposal Format

Instructions to Respondents

The Respondent's proposal must be submitted in accordance with these instructions. Failure to follow these instructions may be cause for rejection of the proposal. For ease of review, submittals should be tabbed and divided in accordance with the sections outlined below with pages sequentially numbered. Submittals should be concise, provide only the information requested, and adhere to the page limits if applicable set forth herein.

Proposals must include the following information in this order:

Title Page

Title Page shall show the request for proposal's subject, title, and proposal number; the firms name; address, email address and telephone number of a contact person; and the date of the proposal.

Table of Contents

The Table of Contents shall provide listing of all major topics, their associated section number, and starting page.

Tab 1 – Qualifications

- Include a brief history of the Proposer (years in business, annual volume of work over past five (5) years, company ownership, officers, etc.). **2 Pages Maximum**
- Provide a resume for each key individual needed to carry out the proposal and describe their proposed role/responsibilities. Identify whether these key individuals gained experience within or outside the company, and with whom. Include years in industry. List only those directly related to this project. **1 Page Per Resume Maximum.**
- Provide copies of all licenses, certifications, and other documentation required in order to enable the Team to perform the work proposed. **Condense to Multiple Certifications / Licenses Per Page.**

Tab 2 – Background Checks, Licensing and Ongoing Training Programs.

Background Checks: Vendors must conduct thorough **background investigations** on all assigned personnel, including criminal history, employment verification, and reference checks.

Documentation of completed background checks must be available upon request to confirm compliance and suitability of staff.

Licensing: All security personnel must hold valid and current **state-issued security guard licenses** in accordance with applicable laws and regulations. Vendors are responsible for maintaining documentation of licensing and ensuring guards remain in good standing throughout the contract term.

Ongoing Training Programs: Security personnel must participate in **continuing education and training programs** to maintain professional standards. Training should include, at minimum:

- Emergency response procedures
- Customer service and communication skills
- Workplace safety and hazard awareness
- Updates on relevant laws, regulations, and best practices
- Open Carry -Interested parties must include in their response the measures they have taken with their staff to inform and train them on the change in rules correctly, and what is acceptable behavior while carrying vs. not carrying, etc.

Tab 3 – Service Approach and Methodology

- Reporting systems such as “Belfry” or “like” competitors are required. Proposers shall include a detailed overview of which reporting system they intend to use in their proposal. Patrol procedures, incident response, reporting protocols..

Tab 4 – Value Added Services

- Use of mobile apps, GPS tracking, customer service enhancements.

Tab 5 - Detailed Cost Structure (complete cost table).

4. General Insurance

The Proposer shall, on a primary basis and at its sole expense, agree to maintain in full force and effect at all times during the life of this Contract, insurance coverage and limits, including endorsements, as described herein. The requirements contained herein, as well as City's review or acceptance of insurance maintained by the Proposer are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Proposer under the Contract.

The parties agree and recognize that it is not the intent of the City of Port St. Lucie that any insurance policy/coverage that it may obtain pursuant to any provision of this Contract will provide insurance coverage to any entity, corporation, business, person, or organization, other than the City of Port St. Lucie and the City shall not be obligated to provide any insurance coverage other than for the City of Port St. Lucie or extend its immunity pursuant to Section 768.28, Florida Statutes, and as may be amended from time to time, under its self-insured program. Any provision contained herein to the contrary shall be considered void and unenforceable by any party. This provision does not apply to any obligation imposed on any other party to obtain insurance coverage for this project, and/or any obligation to name the City of Port St. Lucie as an additional insured under any other insurance policy or otherwise protect the interests of the City of Port St. Lucie as specified in this Contract.

4.1. Indemnification/Hold Harmless

Proposer agrees to indemnify, defend, and hold harmless, the City, its officers, agents, and employees from, and against any and all claims, actions, liabilities, losses, and expenses including, but not limited to, attorney's fees for personal, economic, or bodily injury, wrongful death, loss of or damage to property, at law or in equity, which may arise or may be alleged to have arisen from the negligent acts, errors, omissions or other wrongful conduct of Proposer, agents, laborers, subcontractors or other personnel entity acting under Proposer control in connection with the Proposer's performance of services under the Contract. To that extent, Proposer shall pay any and all such claims and losses and shall pay any and all such costs and judgements which may issue from any lawsuits arising from such claims and losses including wrongful termination or allegations of discrimination or harassment, and shall pay all costs and attorney's fees expended by the City in defense of such claims and losses, including appeals. That the aforesaid hold-harmless agreement by Proposer shall apply to all damages and claims for damages of every kind suffered, or alleged to have been suffered, by reason of any of the aforesaid operations of Proposer or any agent laborers, subcontractors, or employee of Proposer regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages. Proposer shall be held responsible for any violation of laws, rules, regulations, or ordinances affecting in any way the conduct of all persons engaged in or the materials or methods used by Proposer on the work. This indemnification shall survive the termination of the Contract.

4.2. Workers' Compensation Insurance & Employer's Liability

The Proposer shall agree to procure and maintain Workers' Compensation Insurance & Employers' Liability in accordance with Section 440, Florida Statutes. Employers' Liability must include limits of at least \$100,000.00 each accident, \$100,000.00 each disease/ employee, and \$500,000.00 each disease/maximum. A Waiver of Subrogation endorsement must be provided. Coverage shall apply on a primary basis. Should scope of work performed by Proposer qualify its employee(s) for benefits under Federal Workers' Compensation Statute (for example, U.S. Longshore & Harbor Workers Act or Merchant Marine Act), proof of appropriate Federal Act coverage must be provided.

4.3. Commercial General Liability Insurance

The Proposer shall agree to procure and maintain Commercial General Liability insurance, issued under an Occurrence form basis, including Contractual liability, to cover the hold harmless agreement set forth herein, with limits of not less than:

Each occurrence	\$1,000,000
Personal/advertising injury	\$1,000,000
Products/completed operations aggregate	\$2,000,000
General aggregate	\$2,000,000
Fire damage	\$100,000 any 1 fire
Medical expense	\$10,000 any 1 person

4.4. Additional Insured

An Additional Insured endorsement must be attached to the certificate of insurance (should be CG2026) under the General Liability policy. Coverage is to be written on an occurrence form basis and shall apply as primary and non-contributory. Defense costs are to be in addition to the limit of liability. A waiver of subrogation is to be provided in favor of the City. Coverage shall extend to independent consultants and fellow employees. Contractual Liability is to be included. Coverage is to include a cross liability or severability of interests provision as provided under the standard ISO form separation of insurers clause.

Except as to Workers' Compensation and Employers' Liability insurance, Certificates of Insurance and policies shall clearly state that coverage required by the Contract has been endorsed to include the City of Port St. Lucie, a municipality of the State of Florida, its officers, agents and employees as Additional Insured for Commercial General Liability and Business Auto Liability policies. The name for

the Additional Insured endorsement issued by the insurer shall read: **"City of Port St. Lucie, a municipality of the State of Florida, its officers, employees and agents shall be listed as additional insured and include Armed Security Guard Services Contract #20260050"** Copies of the Additional Insured endorsements shall be attached to the Certificate of Insurance. The policies shall be specifically endorsed to provide thirty (30) days written notice to the City prior to any adverse changes, cancellation, or non-renewal of coverage thereunder. Formal written notice shall be sent to City of Port St. Lucie, 121 SW Port St. Lucie Blvd., Port St. Lucie, FL 34984, Attn: Procurement. In the event that the statutory liability of the City is amended during the term of this Contract to exceed the above limits, the Contractor shall be required, upon thirty (30) days written notice by the City, to provide coverage at least equal to the amended statutory limit of liability of the City. Copies of the Additional Insured endorsement shall be attached to the Certificate of Insurance.

4.5. Business Automobile Liability Insurance

The Proposer shall agree to maintain Business Automobile Liability at a limit of liability not less than \$1,000,000.00 each accident covering any auto, owned, non-owned and hired automobiles. In the event the Proposer does not own any automobiles, the Business Auto Liability requirement shall be amended allowing the Proposer to agree to maintain only Hired & Non-Owned Auto Liability. This amended requirement may be satisfied by way of endorsement to the Commercial General Liability, or separate Business Auto Coverage form. Certificate holder must be listed as additional insured. A waiver of subrogation shall be provided. Coverage shall apply on a primary and non-contributory basis.

4.6. Waiver of Subrogation

By entering into this Contract, the Proposer agrees to a Waiver of Subrogation for each required policy. When required by the insurer, or should a policy condition not permit an Insured to enter into a pre-loss Contract to waive subrogation without an endorsement then the Vendor shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy where a condition to the policy specifically prohibits such an endorsement, or voids coverage should Proposer enter into such a Contract on a pre-loss basis.

4.7. Deductibles

All deductible amounts shall be paid for and be the responsibility of the Proposer for any and all claims under this Contract. Where an SIR or deductible exceeds \$5,000, the City reserves the right, but is not obligated, to review and request a copy of the bidder's most recent annual report or audited financial statement.

4.8. Compliance

It shall be the responsibility of the Proposer to ensure that all independent contractors and/or subcontractors comply with the same insurance requirements referenced herein. It shall be the

responsibility of the Proposer to obtain Certificates of Insurance from all independent contractors and subcontractors listing the City as an Additional Insured without the language “when required by written contract”. If the Proposer, independent contractor and/or subconsultant maintain higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Proposer/independent contractor/subcontractor.

The Proposer may satisfy the minimum limits required above for either Commercial General Liability, Business Auto Liability, and Employers’ Liability coverage under Umbrella or Excess Liability. The Umbrella or Excess Liability shall have an Aggregate limit not less than the highest "Each Occurrence" limit for either Commercial General Liability, Business Auto Liability, or Employers’ Liability. When required by the insurer, or when Umbrella or Excess Liability is written on Non-Follow Form, the City shall be endorsed as an "Additional Insured."

The City by and through its Risk Management Department reserves the right, but is not obligated, to review, modify, reject or accept any required policies of insurance, including limits, coverages or endorsements, herein from time to time throughout the term of this Contract. All insurance carriers must have an AM Best rating of at least A:VII or better.

A failure on the part of the Proposer to execute the contract and/or punctually deliver the required insurance certificates and other documentation may be cause for annulment of the award.

4.9. Cyber Liability Insurance

Proposer shall agree to maintain Cyber Liability in limits not less \$1,000,000 Per Occurrence for direct loss, legal liability, and consequential loss resulting from cyber security breaches. Coverage to include coverage for Privacy & Security Liability, Security Breach Response / Customer Breach Notice Expense, Cyber Extortion and Electronic Media Liability. The City of Port St. Lucie must be listed as an additional insured. A waiver of subrogation shall be provided in favor of the City. Coverage shall apply on a primary and non-contributory basis.

4.10. Professional Liability Insurance

Proposer shall agree to maintain Professional Liability, or equivalent Errors & Omissions Liability, at a limit of liability not less than \$2,000,000 Per Occurrence. When a self-insured retention (SIR) or deductible exceeds \$10,000, the City reserves the right, but is not obligated, to review and request a copy of Proposer’s most recent annual report or audited financial statement. For policies written on a “Claims-Made” basis, Proposer warrants that the retroactive date equals or precedes the effective date of this Contract. In the event the policy is canceled, non-renewed, switched to an Occurrence Form, retroactive date advanced, or any other event triggering the right to purchase a Supplemental Extended Reporting Period (SERP) during the life of this Contract, Proposer shall agree to purchase a SERP with a minimum reporting period not less than four (4) years. If policy contains an exclusion for dishonest or criminal acts, defense coverage for the same shall be provided.

4.11. Requirements for Insurance

Within ten (10) business days of award, the awarded Proposer must procure the required insurance and provide the City with an executed Certificate of Insurance. Certificates must reference the contract number and the City as the Additional Insured party, as identified herein. The Proposer's submitted pricing must include the cost of the required insurance. No contract performance shall occur unless and until the required insurance certificates and endorsements are provided.

5. Bonds and/or Letter of Credit, Permits

5.1. Bid Bond

Each responding Proposer must supply a Bid Bond or Bid Deposit (certified check, cashier's check, bank money order, bank draft of any national or state bank), in a sum of not less than \$1,000.00 made payable to the City. As a **Mandatory Requirement**, the Bid Bond or Bid Deposit must be scanned and uploaded as part of the Vendor Submission along with all other required documents, thus showing evidence that a Bid Bond or Bid Deposit was obtained. Responding Proposers must send the Original Bid Bond or Bid Deposit to the City within ten (10) business days after the RFP Due Date as reflected above in the section "Schedule of Events." The responding Proposer's proposal will be considered non-responsive if the Bid Bond or Bid Deposit is not received within the specified time frame. Responding Proposers must submit a Bid Bond or Bid Deposit made payable to the City in a sealed envelope to:

India Barr
121 S.W. Port St. Lucie Blvd.
Port St. Lucie, FL 34984
Attn: Procurement Management Department

Bonds must be issued by a Surety authorized to do business in the State of Florida, in order to guarantee that the Proposer will enter into a contract to deliver products and/or related services outlined in this solicitation, strictly within the terms and conditions stated in the Contract.

5.2. Certification

Proposal Certification

By responding to this solicitation, the Proposer understands and agrees to the following:

1. That this electronically submitted proposal constitutes an offer, which, when accepted in writing by the City, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the Proposer and the City; and
2. That the Proposer guarantees and certifies that all items included in the Proposer's response meet or exceed any and all of the solicitation's identified specifications and requirements, except as expressly stated otherwise in the Proposer's response; and
3. That the response submitted by the Proposer shall be valid and held open for a period of **one hundred and twenty (120) days** from the final solicitation closing date and that the Proposer's offer may be held open for a lengthier period subject to the Contractor's consent; and
4. That the Proposer's response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies,

equipment, or services and is in all respects fair and without collusion or fraud. Proposer understands and agrees that collusive bidding is a violation of City ordinance and state and federal laws and can result in fines, prison sentences, and civil damage awards.

6. RFP Proposal (Bid) Factors

This section contains the detailed technical requirements and related services for this Sourcing Event. The City has determined that it is best to define its own needs, desired operating objectives, and desired operating environment. The City will not tailor these needs to fit particular solutions Contractors may have available; rather, the Proposers shall propose to meet the City's needs as defined in this RFP. All claims shall be subject to demonstration. Proposers are cautioned that conditional proposals, based upon assumptions, may be deemed non-Responsive.

Unless requested otherwise, all responses must be provided in the format identified in the Section 3.2 - "Submittal Instructions." Except as otherwise indicated, all requested forms and documents must be submitted electronically via the sourcing tool as an uploaded document to the Proposer's response.

By submitting a proposal, the Proposer acknowledges the detailed technical requirements and related services for this Sourcing Event.

6.1. Technical Proposal Introduction

All the items described in this section are service levels and/or terms and conditions that the City expects to be satisfied by the selected Proposer. Each Proposer must indicate its willingness and ability to satisfy these requirements in their response.

6.2. Proposer General Information

Each Proposer must complete all the requested information in the **Proposer's General Information Worksheet** in the Vendor Submission Requirements and Attestations Section.

6.3. Mandatory Requirements

As noted in the preceding section, this RFP contains mandatory requirements (e.g. product specifications, service or quality levels, staff requirements, experience or license requirements, etc.) which must be met by the Proposer in order to be considered Responsive, and, therefore, eligible for Contract award. These mandatory requirements will be defined in one or more of the following ways:

1. Requirements in this RFP document.
2. Requirements contained in any attachment to the Sourcing Event, including any Mandatory Forms, Electronic Acknowledgements, and Proposal.
3. Copy of Current Insurance Certificate, Licenses, required Certifications, etc.

A Pass/Fail evaluation will be utilized for all mandatory requirements. Please review the Sourcing Event and its attachments carefully and respond as directed.

Some requirements may require a "Yes" or "No" response. Ordinarily, to be considered Responsive, Responsible, and eligible for award, all requirements identified as mandatory must be marked "Yes" to pass. There may be rare instances in which a response of "NO" is the correct and logical response in order to meet the mandatory requirements (e.g., responding "NO" that the Proposer does not possess any conflicts of interest). Otherwise, any mandatory questions marked "NO" will fail the technical requirements and will result in disqualification of the Proposer's response, except as otherwise provided in Section 9 - "Evaluation and Award," of this RFP. Please note some requirements may require the Proposer to provide product sheets or other technical materials.

It is strongly encouraged that all Proposers review all documents that are electronically attached to this RFP. Reviewing the documentation ensured that Proposers understand the full scope of the City's request.

6.4. Additional Information

Please access and review all the attachments provided by the City within the Project. If supplemental materials are requested by the City to be submitted by the Proposer as part of the technical proposal, the Proposer should upload these additional materials as directed by the City.

7. Cost Table

COST TABLE

Line Item	Cost Category	Amount	Unit	Unit Cost	Total
Detailed Cost Breakdown					
1	Security Guard Base Hourly Wage	1	Hourly		
2	Uniform and Equipment	1	Per Guard		
3	Training and Certification Cost	1	Per Guard		
4	Security Guard Total Rate	1	Hourly		
Overtime - Hours Worked Beyond Scheduled Shift					
5	Overtime Rate	1	Hourly		
TOTAL					

8. Payment

8.1. Payment

To ensure proper payment the awarded Proposer must comply with the following:

1. The City shall have not less than thirty (30) days to pay for any commodities.
2. Invoices must clearly show the description of products and/or services to include the number of each product or line item fulfilled.
3. All invoices must reference the Contract Number as established by the City.
4. Under no circumstance, will interest of any kind be required as payment to the Awarded Proposer.
5. All charges, e.g., set up costs, must be included in the cost proposal. No charges will be allowed unless specified in the RFP and agreed upon by the City.
6. Any discrepancies noted by the City must be corrected by the Awarded Proposer within forty-eight (48) hours.
7. The payment amount due on invoices shall not be altered by the City personnel. Once disputed items are resolved, the Awarded Proposer must submit an amended invoice, or a credit memorandum for the disputed amount.
8. The City will not make partial payments on an invoice where there is a dispute, except as required by law.
9. The City will only make payments on authorized transactions.
10. All invoices must be sent to: The Project Manager

9. Proposal Evaluation, Negotiations, and Award

All timely proposals will be evaluated in accordance with the following steps. The objective of the evaluation process is to identify the proposal which represents the best value to the City based on a combination of technical and cost factors. Based on the results of the initial evaluation, the City may or may not elect to negotiate technical and/or cost factors as further described in the RFP. In the event negotiations of the technical and/or cost factors occur, the revised proposals will be reevaluated in accordance with the provisions of the section “Scoring Criteria,” of this RFP. Once the evaluation process has been completed (and any negotiations the City desires to conduct have occurred), the apparent successful Proposer(s) will be required to enter into discussions with the City to resolve any exceptions to the City’s Contract. The City will announce the results of the RFP as described further in section “Public Award Announcement” of this RFP.

9.1. Administrative/Preliminary Review

First, the proposals will be reviewed by the Issuing Officer to determine the proposal’s compliance with the following requirements:

1. Proposal was submitted by the deadline.
2. Proposal is complete and contains all required documents.
3. Technical Proposal does not include any pricing from the Cost Proposal.

9.2. Best Value Analysis- See City Code of Ordinances, Section 35.12.

The following criteria will be used to select the bid that will provide the best value to the City:

1. Skill, workmanship, experience, and past performance demonstrated by the bidder or proposer in performing the same type of work or services as those sought by the City, or the experience, expertise and quality of services demonstrated by the bidder or proposer for professional, consulting and other services;
2. Ability to meet the minimum qualifications or requirements of the solicitation;
3. Adherence to specifications, design, or the approach to the project or study, as applicable;
4. The Proposer's capacity to perform in terms of personnel, equipment, facilities, licensing, and ability to meet time requirements and schedules;
5. The Proposer's capacity to perform in terms of financial viability, ability to provide required insurance and business tax receipts, and bonding capacity, if applicable;

6. Prices, costs, or rates in relation to the goods, supplies, materials, equipment or services sought to be procured, except as provided by Consultant's Competitive Negotiation Act (CCNA), as applicable. Lowest price is not the sole determining factor of best value;
7. Life cycle costs of the goods, supplies, materials, equipment or services to be procured;
8. Any other factor specific to the particular solicitation that is specifically described in the procurement solicitation document;
9. City Code of Ordinances, [Section 35.14](#), Local Preference in Purchasing or Contracting;
10. The total cost of ownership of the products or services and their impact on the City's budget in future years.

The element of price is but one of the criteria elements. When considering a proposal, the City will:

1. Evaluate the pricing offered by the Proposer; consider lifecycle costing, depreciation, and service contracts.
2. Determine what proposal provides the best value to the City.

Value Added: The amount or dollar value of a service that the Proposer may be able to provide the City:

1. Value added may be an actual amount given to the City as a signing bonus.
2. Value added may be equipment or services given to the City. In this case, the value will be determined by the City for the goods or services, not the Proposer.

Any prior conviction for bribery, theft, forgery, embezzlement, falsification, or destruction of records, antitrust violations, honest services fraud or other offenses indicating a lack of business integrity or honesty; or any prior violation of the City's ethical standards may be considered when determining best value and may result in a Contractor not being awarded the project.

See City Code of Ordinances, [Section 35.12](#).

9.3. Evaluating Proposal Factors

If the Proposer's proposal passes the Administrative/Preliminary Review, the Proposer's responses to "RFP Proposal (Bid) Factors," will be submitted to the Evaluation Team for evaluation.

1. Review of Mandatory and Mandatory Scored Questions

The Evaluation Team will review each proposal in detail to determine its compliance with mandatory RFP requirements. Responses to both "Mandatory" and "Mandatory Scored" Questions will be evaluated on a pass/fail basis. If a proposal fails to meet a Mandatory and/or Mandatory Scored RFP requirement, the City will determine if the deviation is material. A Material Deviation will be cause for

rejection of the proposal. An Immaterial Deviation will be processed as if no deviation had occurred. All proposals which meet the requirements of the “Mandatory” and “Mandatory Scored” Questions are considered “Responsive Proposals” at this point, and will be scored in accordance with the point allocation in “Scoring Criteria,” of this RFP.

The Proposer will receive a total technical score at the conclusion of the evaluation of the RFP Proposal (Bid) Factors.

9.4. Local Preference in Purchasing or Contracting (City Code of Ordinances, Section 35.14)*

Except where otherwise provided by federal or state law, other funding source restrictions, or as otherwise set forth in the purchasing policy, the City shall give preference to local businesses in the following manner:

1. In purchasing of, or letting of contracts for procurement of, personal property, materials, contractual services, and construction of improvements to real property or existing structures for which a request

for proposals is developed with evaluation criteria, a local preference of the total score may be assigned as follows:

1. Local Businesses which meet all the criteria for a Local Business as set forth in this section (City Code of Ordinances, Section 35.14), shall be given a preference in the amount of five percent (5%) of the total score of the Local Business.
2. The City Procurement Management Division shall have the sole discretion to determine if a Contractor meets the definition of a "Local Business."

2. Limitations

1. The provisions of this section shall apply only to procurements which are above the formal bid threshold as set forth in the City Code and the City of Port St. Lucie Procurement Manual.
2. The provisions of this section shall not apply where prohibited by Federal or Florida law or where prohibited under the conditions of any grant.
3. The provisions of this ordinance shall not apply to any purchase exempted from the provisions of the City of Port St. Lucie Procurement Manual.
4. The provisions of this ordinance shall not apply to contracts made under the Consultants Competitive Negotiation Act (CCNA), Section 287.55, Florida Statutes.
5. The provisions of this section shall not apply to any procurement where the local nature of a business has been addressed through the scoring criteria.

* Please review [City Code of Ordinances, Section 35.14](#), for the full governing ordinance.

9.5. Negotiations of Proposals and/or Cost Factors

The objective of negotiations is to obtain the Proposer's best terms. PLEASE NOTE: NEGOTIATIONS ARE DISCRETIONARY; THEREFORE, THE CITY URGES THE PROPOSER (1) TO SUBMIT ITS BEST RESPONSE, AND (2) NOT TO ASSUME THE PROPOSER WILL BE GRANTED AN OPPORTUNITY TO NEGOTIATE.

1. Overview of Negotiations

After the Evaluation Team has scored the Proposers' proposals, the City may elect to enter into one or more rounds of negotiations with all Responsive and Responsible Proposers, or only those Proposers identified by the Evaluation Team as being in the competitive range. The competitive range will not be selected arbitrarily, and those Proposers included in the competitive range must have highly scored proposals.

After each round of negotiations (if any), the Proposer must submit revisions to its proposal factors, which revisions will be scored by the Evaluation Team in accordance with the same criteria used to evaluate the initial responses from the Proposers. Proposers may be removed from further participation in the negotiation process in the event the Evaluation Team determines the proposer cannot be considered Responsive and Responsible or based on the competitive range as defined in "Competitive Range."

The City reserves the right to proceed to award without further discussions after receipt of the initial proposals, in which case, negotiations and Proposal Revisions will not be required.

2. Negotiation Instructions

Listed below are the key action items related to negotiations. The City's Negotiation Committee may consist of the City's Evaluation Committee or may be comprised of different people. However, evaluation of proposals or revised proposals shall be completed only by the City's Evaluation Committee.

a. Negotiation Invitation: Those Proposers identified by the Evaluation Committee to negotiate will be notified and invited to attend negotiations. Proposers will be notified in writing:

1. The general purpose and scope of the negotiations;
2. The anticipated schedule for the negotiations; and
3. The procedures to be followed for negotiations.

b. Confirmation of Attendance: Proposers who have been invited to participate in negotiations must confirm attendance.

c. Negotiations Round(s): One or more rounds of negotiations may be conducted with those Proposers identified by the City's Evaluation Team.

3. Competitive Range

If the City elects to negotiate, the City may either (1) elect to negotiate with all Responsive and Responsible Proposers, (2) limit negotiations to those Proposers identified within the competitive range, or (3) limit negotiations to the number of Proposers with whom the City may reasonably negotiate as defined below. In the event the City elects to limit negotiations to those Proposers identified within the competitive range, the City will identify the competitive range by (1) ranking Proposers' proposals from highest to lowest based on each Proposer's Total Combined Score, and (2) then looking for breaks in the scores such that natural groupings of similar scores may be identified. In the event the City determines the number of Responsive and Responsible Proposers is so great that the City cannot reasonably conduct negotiations (which determination shall be solely at the City's discretion and shall be conclusive), the City may elect to limit negotiations to the top three (3) ranked Proposers as determined by the Total Combined Score.

4. Negotiation Round Completion

As part of each round of negotiation, the City may or may not engage in verbal discussions with the Proposers. However, whether or not the City engages in verbal discussions, any revisions the Proposer elects to make to its response must be submitted in writing via email by the end date and time identified by the Issuing Officer. All revisions received by the due date and time will be evaluated and re-scored by the Evaluation Team in accordance with the same criteria used to evaluate the initial responses from the Proposers. Revisions which are not received prior to the due date and time cannot be considered; however, any Proposer failing to submit timely revisions will not be disqualified from consideration for award based on its final proposal as accepted by the City.

9.6. Selection and Award- Single Award

The City reserves the right to: (a) waive minor irregularities, variances, or non-material defects in a response; (b) reject any and all responses, in whole or in part; (c) request clarifications from Proposers; (d) request resubmissions from all Proposers; (e) award in whole, in part; or by line item; and (f) take any other action as permitted by law. The City reserves the right to provide for similar and/or additional services from other companies if the City so deems necessary. If the City elects to exercise this right, the Contract awarded under this solicitation shall remain in effect as to all terms, agreements, and conditions without penalty or diminution of ongoing services as contained therein. Proposer agrees and understands that any Contract awarded pursuant to this solicitation shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services, or award more than one Contract under this solicitation, at its sole option.

The Responsive and Responsible Proposer receiving the highest Total Combined Score and with whom the City is able to reach agreement as to contract terms will be selected for award.

9.7. Site Visits, Samples, and Oral Presentations

The City reserves the right to conduct site visits or to invite Proposers to present their proposal factors/technical solutions to the Evaluation Team. Unless prohibited by federal, state, county, local laws and/or ordinances, or an applicable grant, all Proposer requested presentations shall be performed in an in-person meeting. An oral presentation or product demonstration is not a negotiation and Proposers are not permitted to revise their responses as part of the presentation and/or demonstration. Cost proposals and related cost information must not be discussed during the oral presentation of the Proposer's technical solution. Nothing in this section shall prohibit the Negotiation Team from discussing both proposal factors and cost information during the negotiation process defined in Section "Negotiations of Proposals and/or Cost Factors." Samples of items, when required, must be furnished free of expense and, if not destroyed, will upon request, be returned at the Proposer's expense. Request for the return of samples must be made within thirty (30) days following opening of proposals. Each individual sample must be labeled with Proposer's name, RFP number, and item number. Failure of Proposer to either deliver required samples or to clearly identify samples as indicated may be reason for rejection of the RFP. Unless otherwise indicated, samples should be delivered to the Procurement Management Division.

9.8. Public Award Announcement

The preliminary results of the evaluation will be announced through the public posting of a Notice of Intent to Award ("NOIA") on the Electronic Bidding System. The NOIA is not notice of an actual Contract award; instead, the NOIA is notice of the City's expected Contract award(s) pending resolution of the protest process period, pursuant to City Code of Ordinances, Section 35.15, and final approval by the City Council at a publicly noticed meeting. The NOIA (if any) will identify the apparent successful Contractor(s) and unsuccessful Contractor(s). NO CONTRACTOR SHOULD ASSUME PERSONAL NOTICE OF THE NOIA WILL BE PROVIDED BY THE CITY. INSTEAD, ALL CONTRACTORS SHOULD FREQUENTLY CHECK THE ELECTRONIC BIDDING SYSTEM FOR NOTICE OF THE NOIA.

10. Scoring Criteria

No.	Evaluation Criteria	Scoring Method	Weight (Points)
1.	<p>Qualifications/Experience</p> <ul style="list-style-type: none"> This section outlines the professional qualification, specialized experience, expertise, and qualifications of the company. Include formal education credentials, specialized training, and recognized certifications that demonstrate proficiency. Include a brief history of the Proposer (years in business, annual volume of work over past five (5) years, company ownership, officers, etc.), Identify whether these key individuals gained experience within the company or outside the company and with whom, years worked. Include an organizational chart and/or workflow chart to identify each key role. Relevant detailed overview of professional roles held, highlighting responsibilities, accomplishments, and career progression. References on from five (5) existing firms to which it has provided these services in the past five (5) years or which it is under Contract for such services presently. 	Points Based	<p>30 <i>(30% of Total)</i></p>

<p>2.</p>	<p>Licensing, Background Checks and Staff Training</p> <p>Security Guard licensing, background checks, ongoing training programs.</p> <p>Licensing: All security personnel must hold valid and current state-issued security guard licenses in accordance with applicable laws and regulations. Vendors are responsible for maintaining documentation of licensing and ensuring guards remain in good standing throughout the contract term.</p> <p>Background Checks: Vendors must conduct thorough background investigations on all assigned personnel, including criminal history, employment verification, and reference checks. Documentation of completed background checks must be available upon request to confirm compliance and suitability of staff.</p> <p>Ongoing Training Programs: Security personnel must participate in continuing education and training programs to maintain professional standards. Training should include, at minimum:</p> <ul style="list-style-type: none"> ○ Emergency response procedures ○ Customer service and communication skills ○ Workplace safety and hazard awareness ○ Updates on relevant laws, regulations, and best practices ○ Open Carry - Interested parties must include in their response the measures they have taken with their staff to inform and train them on the change in rules correctly, and what is acceptable behavior while carrying vs. not carrying, etc. <p>The vendor shall provide records of training completion and ensure that all guards remain current with required certifications and professional development.</p>	<p>Points Based</p>	<p>25 (25% of Total)</p>
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3.	<p>Service Approach & Methodology</p> <p>Reporting systems such as “Belfry” or “like” competitors are required. Proposers shall include a detailed overview of which reporting system they intend to use in their proposal. Patrol procedures, incident response, reporting protocols.</p>	Points Based	<p>25 <i>(25% of Total)</i></p>
4.	<p>Value Added Services</p> <p>Use of Mobile Apps, GPS Tracking, Customer Service Enhancements.</p>	Points Based	<p>15 <i>(15% of Total)</i></p>
5.	<p>Local Preference</p> <p>City Code of Ordinances, Section 35.14, Local Preference in Purchasing or Contracting. Scored by PMD</p>	Points Based	<p>5 <i>(5% of Total)</i></p>

11. Contract Terms and Conditions

The contract that the City expects to award as a result of this RFP will be based upon the RFP, the successful Proposer's final response as accepted by the City, and all applicable Contract terms and conditions, which can be downloaded from from Attachments Section listed as **Attachment A – Sample Contract**. The "successful Proposer's final response as accepted the City," shall mean: the final cost and technical proposals submitted by the awarded Proposer and any subsequent revisions to the awarded Proposer's cost and technical proposals and the Contract terms and conditions due to negotiations, written clarifications or changes made in accordance with the provisions of the RFP, and any other terms deemed necessary by the City, except that no objection or amendment by the Proposer to the RFP requirements or the Contract terms and conditions shall be incorporated by reference into the contract unless the City has explicitly accepted the Proposer's objection or amendment in writing.

Please review all City attached documents and attached links prior to submitting a response to this RFP. Proposers should plan on all expressed requirements within this RFP and City attached documents and links contained in this posted solicitation as being included in any award as a result of this RFP. Therefore, all costs associated with complying with these requirements should be included in any pricing quoted by the Proposers. The City may supplement or revise Contract terms and conditions and/or service specific requirements before Contract execution.

Exception to Contract

By submitting a proposal, each Proposer acknowledges its acceptance of the RFP specifications, and the Contract terms and conditions without change. If a Proposer takes exception to a Contract provision or solicitation requirement, the Proposer must state the portion excepted, reason for the exception, and state the specific Contract language it proposes to include in place of the portion excepted. Any exceptions to the Contract must be uploaded and submitted as an attachment to the Proposer's response. Proposed exceptions must not conflict with or attempt to preempt mandatory requirements specified in the RFP.

In the event the Proposer is selected for potential award, the Proposer will be required to enter into discussions with the City to resolve any contractual differences before an award is made. These discussions are to be finalized and all exceptions resolved within the period of time identified in the Schedule of Events. Failure to resolve any contractual issues will lead to rejection of the Proposer. The City reserves the right to proceed to discussions with the next best ranked Proposer.

The City reserves the right to modify the Contract to be consistent with the apparent successful offer, and to negotiate other modifications with the apparent successful Proposer. Exceptions that materially change the terms or the requirements of the RFP may be deemed non-Responsive by the City, in its sole discretion, and rejected. Contract exceptions which grant the Proposer an impermissible competitive advantage, as determined by the City, in its sole discretion, will be rejected. If there is any question whether a particular contract exception would be permissible, the

Proposer is strongly encouraged to inquire via written question submitted to the Issuing Officer prior to the deadline for submitting written questions as defined by the Schedule of Events.

Order of Preference

In the case of any inconsistency or conflict among the specific provisions of the executed contract (including any amendments accepted by both the City and the Proposer attached hereto), the RFP (including any subsequent addenda and written responses to Proposers' questions), and the Proposer's Response, any inconsistency or conflict shall be resolved as follows:

- (i)** First, by giving preference to the specific provisions of the executed Contract.
- (ii)** Second, by giving preference to the specific provisions of the RFP.
- (iii)** Third, by giving preference to the specific provisions of the Proposer's Response, except that objections or amendments by a Proposer that have not been explicitly accepted by the City in writing shall not be included in the Contract and shall be given no weight or consideration.

12. List of RFP Documents

The following documents make up this RFP. Please see Section 3 – “Instructions to Proposers” for instructions and Section 12/13 - "Vendor Submission Requirements and Attestations" on how to access the following documents. Any difficulty locating or accessing the following documents should be immediately reported to the Issuing Officer.

1. Attachment A - Sample Contract

2. Mandatory Documents - see requirements in Section 3 - "Instructions to Proposers," and the required attachments listed in Section 12/13 - "Vendor Submission Requirements and Attestations":

- Contractor’s General Information Worksheet, and
- E-Verify Form, and
- Non-Collusion Affidavit, and
- Supplier Location Certification (Local vendors Only), and
- Debarment form. and
- Copy of W-9 (Vendor to provide), and
- Copy of Certificate of Insurance (Vendor to provide), and
- Copy of your licenses(s) or certification(s) for this type of work; or in compliance with Chapter 489, Florida Statutes, a copy of the certificate issues by the State of Florida (Vendor to provide), and

Electronic confirmation for the following forms:

- Cone of Silence and Communication Document, and
- Contractor's Code of Ethics, and
- Drug Free Workplace, and
- Affidavit of Nongovernment Entity Anti-Human Trafficking Laws. and
- Vendor Scrutinized Companies List Certification, and

**Any documents indicated in Section 6.3 - "Mandatory Requirements," of this IFB must be uploaded into the project as a part of the response by the Contractor. Failure to supply the completed document(s) will deem the Contractor as Non-Responsive.

13. Vendor Submission Requirements and Attestations

13.1. Mandatory Forms

*Proposal Upload**

*Response required

*Contractor's General Information Worksheet**

It is understood and agreed that the following information is to be used by the City to determine the qualifications of prospective Contractor to perform the work required. The Contractor waives any claim against the City that might arise with respect to any decision concerning the qualifications of the Contractor.

The undersigned attests to the truth and accuracy of all statements made on this questionnaire. Also, the undersigned hereby authorizes any public official, Engineer, Surety, bank, material or equipment manufacturer, or distributor, or any person, firm or corporation to furnish the City any pertinent information requested by the City deemed necessary to verify the information on this questionnaire.

Please download the below documents, complete, and upload.

- [PSL- Consultant's General I...](#)

*Response required

*E-Verify Form **

Please download the below documents, complete, and upload.

- [E-Verify_Form.pdf](#)

*Response required

*Non-Collusion Affidavit**

Please download the below documents, complete, and upload.

- [Non-Collusion Affidavit-fil...](#)

*Response required

*Debarment Form**

Please download the below documents, complete, and upload.

- [Debarment_form-fillable.pdf](#)

*Response required

Supplier Location Certification

Please download the below documents, complete, and upload.

- [Supplier Location Certifica...](#)

*Copy of W-9**

*Response required

*Copy of Certificate of Insurance**

*Response required

*Copy of Bid Bond **

*Response required

13.2. Electronic Confirmation

*Cone of Silence and Communication Document**

To ensure fair consideration is given for all Proposers, it must be clearly understood that upon release of the proposal and during the proposal process, firms and their employees of related companies as well as paid or unpaid personnel acting on their behalf shall not contact or participate in any type of contact with City employees, department heads or elected officials, up to and including the Mayor and City Council. The “Cone of Silence” is in effect for this solicitation from the date the solicitation is advertised on the OpenGov Portal, until the time an award decision has been approved by City Council and fully executed by all parties. Information about the Cone of Silence can be found under the City Code of Ordinances, Section 35.13. Contact with anyone other than the Issuing Officer may result in the vendor being disqualified. All contact must be coordinated through the Issuing Officer, for the procurement of these services.

Please confirm

*Response required

*Drug Free Workplace**

The undersigned Contractor in accordance with section 287.087, Florida Statutes, hereby certifies that they comply fully with the below requirements.

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 Florida Statutes or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Please confirm

*Response required

*Contractor's Code of Ethics**

The City of Port St Lucie ("City), through its Procurement Management Division ("Procurement Management Division") is committed to a procurement process that fosters fair and open competition, is conducted under the highest ethical standards and enjoys the complete confidence of the public. To achieve these purposes, Procurement Management Division requires each vendor who seeks to do business with the City to subscribe to this Contractor's Code of Ethics.

◆ A Contractor's bid or proposal will be competitive, consistent and appropriate to the bid documents.

◆ A Contractor will not discuss or consult with other Vendors intending to bid on the same Contract or similar City Contract for the purpose of limiting competition. A Vendor will not make any attempt to induce any individual or entity to submit or not submit a bid or proposal.

◆ Contractor will not disclose the terms of its bids or proposal, directly or indirectly, to any other competing Vendor prior to the bid or proposal closing date.

◆ Contractor will completely perform any Contract awarded to it at the contracted price pursuant to the terms set forth in the Contract.

◆ Contractor will submit timely, accurate and appropriate invoices for goods and/or services actually performed under the Contract.

◆ Contractor will not offer or give any gift, item or service of value, directly or indirectly, to a City employee, City official, employee family member or other vendor contracted by the City.

- ◆ Contractor will not cause, influence or attempt to cause or influence, any City employee or City Official, which might tend to impair his/her objectivity or independence of judgment; or to use, or attempt to use, his/her official position to secure any unwarranted privileges or advantages for that Vendor or for any other person.
- ◆ Contractor will disclose to the City any direct or indirect personal interests a City employee or City official holds as it relates to a Vendor contracted by the City.
- ◆ Contractor must comply with all applicable laws, codes or regulations of the countries, states and localities in which they operate. This includes, but is not limited to, laws and regulations relating to environmental, occupational health and safety, and labor practices. In addition, Contractor must require their suppliers (including temporary labor agencies) to do the same. Contractor must conform their practices to any published standards for their industry. Compliance with laws, regulations and practices include, but are not limited to, the following:
 - o Obtaining and maintaining all required environmental permits. Further, Contractor will endeavor to minimize natural resource consumption through conservation, recycling and substitution methods.
 - o Providing workers with a safe working environment, which includes identifying and evaluating workplace risks and establishing processes for which employee can report health and safety incidents, as well as providing adequate safety training.
 - o Providing workers with an environment free of discrimination, harassment and abuse, which includes establishing a written antidiscrimination and anti-bullying/harassment policy, as well as clearly noticed policies pertaining to forced labor, child labor, wage and hours, and freedom of association.

DISCLAIMER: This Code of Ethics is intended as a reference and procedural guide to Contractors. The information it contains should not be interpreted to supersede any law or regulation, nor does it supersede the applicable Contractor Contract. In the case of any discrepancies between it and the law, regulation(s) and/or contractor contract, the law, regulatory provision(s) and/or vendor contract shall prevail.

Please confirm

*Response required

Affidavit of Nongovernment Entity Anti-Human Trafficking Laws*

In accordance with section 787.06(13), Florida Statutes, the representative of the nongovernmental entity bidder (“Entity”), attests under penalty of perjury that the Entity does not use coercion for labor or services as defined in section 787.06.

Please confirm

*Response required

Vendor Scrutinized Companies List Certification*

Sections [287.135](#) and [215.473](#), Florida Statutes, prohibit Florida municipalities from contracting with companies, for goods or services over \$1,000,000 that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or to engage in any Business operations with Cuba or Syria. Sections 287.135 and 215.4725 also prohibit Florida municipalities from contracting with companies, for goods or services in any amount that are on the list of Scrutinized Companies that Boycott Israel.

The list of "Scrutinized Companies" is created pursuant to Section 215.473, Florida Statutes. A copy of the current list of "Scrutinized Companies" can be found at the following link:

https://www.sbafla.com/media/mqodaonn/2024_12_17_-israel-scrutinized-companies-list-for-web.pdf

As the person authorized to sign on behalf of the Respondent Vendor, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not listed on either the Scrutinized Companies with Activities in Sudan List; or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; is not participating in a boycott of Israel; and does not have any business operations with Cuba or Syria. I understand that pursuant to Sections 287.135 and 215.473, Florida Statutes, the submission of a false certification may subject the Respondent Vendor to civil penalties, attorney's fees, and/or costs.

I understand and agree that the City may immediately terminate any contract resulting from this solicitation upon written notice if the company referenced above are found to have submitted a false certification or any of the following occur with respect to the company or a related entity: (i) for any contract for goods or services in any amount of monies, it has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel, or (ii) for any contract for goods or services of one million dollars (\$1,000,000) or more, it has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or it is found to have been engaged in business operations in Cuba or Syria.

Please confirm

*Response required

*I certify that I have read, understood and agree to the terms in this solicitation, and that I am authorized to submit this response on behalf of my company.**

Please confirm

*Response required

Request For Proposal (RFP) #20260050
Title: Armed Security Guard Services

Request For Proposal (RFP) #20260050
Title: Armed Security Guard Services



City of Port St. Lucie
Procurement Management Division
121 SW Port St. Lucie Blvd., Port St. Lucie, FL 34984
(772) 871-5223

QUESTION & ANSWER REPORT
RFP No. 20260050
Armed Security Guard Services

RESPONSE DEADLINE: December 24, 2025 at 3:00 pm

Friday, March 6, 2026

Approved, Unanswered Questions

1. Vehicle?

Nov 25, 2025 1:34 PM

Question: Is there a specific type of vehicle required?

Nov 25, 2025 1:34 PM

6. Pre-Bid Meeting

Nov 25, 2025 4:13 PM

Question: Does the contractor need to do a site visit, bid walk or pre-bid meeting to qualify to bid?

Nov 25, 2025 4:13 PM

7. Firearm

Nov 25, 2025 4:11 PM

Question: Does the contractor need to supply the firearm, duty belt, ammo? What caliber is required for this post?

Nov 25, 2025 4:11 PM

8. Licensing

Nov 25, 2025 4:10 PM

Question: Does contractor need to be licensed in State of Florida to bid? How long does the contractor need to be in business/licensed for security in the State of Florida?

Nov 25, 2025 4:10 PM

Approved, Answers Provided

2. Prevailing Wage

Nov 25, 2025 1:28 PM

Question: Is there a wage requirement for this contract?

Nov 25, 2025 1:28 PM

Answered by David Stonehouse: I'm not sure I understand the question. After you have reviewed the scope of work, which translates from daily, to weekly, to monthly (for the most part, very consistent from day-to-day, it is then incumbent on your firm to provide the hourly rate at which you intend to bill. Also, as stated in the RFP, if you intend to charge an overtime rate (should overtime occur), then that also needs to be stipulated in your offer. Our billing cycle is bi-weekly.

Nov 25, 2025 4:24 PM

3. Amount of Hours

Nov 25, 2025 1:27 PM

Question: Are you able to provide the total amount of hours per week for this contract?

Nov 25, 2025 1:27 PM

Answered by David Stonehouse: As stated in the RFP, we are 7 days a week, most days 2 shifts... the hours for each are spelled out in the RFP. In reviewing the schedules, that will give you the total hours per week unless we are closed for certain holidays.

Nov 25, 2025 4:23 PM

4. Bid Bond

Nov 25, 2025 1:26 PM

Question: Is there an amount for the Bid Bond required?

Nov 25, 2025 1:26 PM

Answered by India Barr: The bid bond is \$1000.00

Nov 25, 2025 3:21 PM

5. Body Cam

Nov 25, 2025 1:24 PM

Question: Is there a specific brand of body cam required for this RFP?

Nov 25, 2025 1:24 PM

Answered by David Stonehouse: No there is not. The only requirement is that in the event either Management or PD needs to review something quickly, the video can be provided to us in a very timely manner. Other than that, the choice of video technology is yours... and we would also ask that any and all interaction footage that is captured would be held for a minimum of three months... which is our current policy... unless otherwise specifically asked to be turned over to either the MFEC or PD.

Nov 25, 2025 4:23 PM